

Goals and Objectives

Statutory Authorizations

17-1-131 to 17-1-132, MCA	Defines general duties of the budget director.
Title 17, Chapter 7, part 1, MCA	The Budget Act generally prescribes the form, content, and time lines for budget development, pay plan, and submission to the legislature, as well as management of operating budgets and budget reductions.
Title 17, Chapter 7, part 3, MCA	Supplemental appropriations, encumbrances and reversions.
Title 17, Chapter 7, part 4, MCA	Budget amendments (BAs)
5-12-401,MCA	BAs submitted to the Legislative Finance Committee.
Title 5, Chapter 4, part 2, MCA	Fiscal notes on introduced bills having revenue, expenditure or fiscal impact on state or local government entities.
13-27-312, MCA	Budget director to prepare fiscal notes for ballot issues.
2-18-204, MCA	Budget director determines the number of employees in each agency and may amend the number of positions upon request of an agency.
15-24-1702, MCA	OBPP to consult about suspending or canceling delinquent property taxes.
2-8-304, MCA	OBPP submits privatization reviews to the Legislative Audit Committee.

Goals

- To respond quickly, competently, professionally and substantively to directives, initiatives, and research requests of the Governor.
- To establish valid appropriations and provide policy guidance and state management memoranda to implement statutes and language governing appropriation authority.

- To load the SABHRS financial and human resources data tied to all appropriations bills and legislative intent at the beginning of each biennium and to make fiscal year adjustments necessary for the efficient operation of state government.
- To oversee day-to-day management of appropriations and operating budget changes and to manage modifications to the authorized level of FTE (full-time-equivalent positions) for all state agencies.
- To improve, direct and oversee the budget development processes, to evaluate and analyze budget proposals, recommend alternatives to the Governor, and to prepare, distribute, present and advocate the executive budget recommendations to the legislature.
- To provide expertise, information and support to legislative appropriation committees.
- To review all legislation, prepare fiscal notes regarding expenditures and revenues, explain and defend content and assumptions, and manage the fiscal note process.
- To initiate policy and program directions and options for consideration within and among agencies, policy staff, legislators, special interest groups, and the general public.
- To participate in multi-agency management and policy groups and provide data and leadership related to budgets, revenue, and disbursements.
- To produce revenue and tax policy options for the Governor's consideration, with thorough analysis of past trends and future impacts.
- To provide leadership for service efforts and accomplishments (SEA) measurement and reporting as related to executive budget recommendations and appropriations and to national standards.
- To review and approve the organizational structure of executive branch agencies and maintain records of structure.
- To serve as the lead agency for compliance with federal Single Audit Act and to coordinate state replies for various reports and surveys, including the National Governor's Association, Nations Association of State Budget Officers, and the nationwide Government Performance Project for *Governing* and The Maxwell School of Citizenship and Public Affairs.
- To design and initiate changes to the MBARS (Montana Budget Analysis and Reporting System) to improve efficiencies in the budget development process and the ever-changing demands on the system.
- To assist in the monitoring of financial information recorded on SABHRS to ensure its accuracy and compliance with state law and governmental accounting practices.
- To update, monitor and control the human resources authorized and modified FTE recorded on SABHRS to ensure its accuracy and compliance with legislative intent and with changes approved by the budget director.

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